



Andover, MA
Boston, MA
New Brunswick, NJ

Richard D. Kimball Company, Inc.
200 Brickstone Square
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MEETING NOTES

| | | | |
|----------|---|---------------|--------------|
| ODATE: | May 29, 2008 | MEETING DATE: | May 29, 2008 |
| TO: | Yvonne Kielb – University of Massachusetts Amherst, Facilities & Capital Planning | | |
| FROM: | Wade Wright – RDK <i>aw</i> | | |
| SUBJECT: | University of Massachusetts, Amherst Morrill Science Center Building 1 Electrical Power Distribution Upgrade Project No. UMA 07-000215 | PROJECT NO.: | 20070394.00 |
| | | MEETING NO.: | E-5 |

ATTENDEES

COPIES TO

Wade Wright – RDK Engineers (RDK)
Yvonne Kielb – UMA Facilities & Capital Planning (FACP)
John Ghidinelli – UMA Physical Plant (UMA PP)
Dave Bergeron – UMA Facilities & Capital Planning RE (FACP RE)
Stan Dumond – Collins Electric (CEI)
Eric Bouley – CEI

D. Wall – RDK
F. Kneeland – RDK
D. Bergeron – FACP RE
M. Steele – EH&S
J. Ghidinelli – UMSS
S. Dumond – CEI
K. Arcaro – UMA Morrill
H. Tauger – DPH
C. Rogers – PHF
J. Kunkel – BIO
S. Long – DPHI
J. Hanchette – MDEP
S. Salem – MDEP
A. Stevenson – MDEP

The following account is a summary of the proceedings. If there have been any omissions or inaccuracies, please notify this office in writing within ten (10) days. If there are no responses, the document will become part of the project record.

| ITEM NO. | ITEM | RESPONSIBILITY | DATE DUE |
|----------|---|----------------|----------|
| | Division 01 – Administrative Issues: | | |
| PC-1.1 | RDK noted that project meetings will be held on an as-needed basis. The next project meeting is scheduled for Wednesday June 11, 2008 at 2:30 pm in room N336 (Morrill 1). | | |
| | | | |
| | Division 01 – Change Issues: | | |
| E-2.2 | UMSS requested a PCO to add two (2) future 400 amp circuit breakers in the spare spaces of the new switchgear (See Item E-2.7). CEI to provide. 5/29/08: Ongoing. | CEI | |
| | | | |



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| | Division 01 – Requests for Information: | | |
| E-5.1 | RDK noted no new RFI's received – CLOSED. | | |
| | | | |
| | Division 01 – Requisitions: | | |
| | | | |
| | Division 01 – Schedule: | | |
| PC-1.27 | CEI to present a preliminary schedule for review with a final schedule, with review comments incorporated to be submitted at the next meeting with required milestone dates. All acknowledged. 3/28/08: Ongoing – CEI to have schedule ready for the next meeting. 4/11/08: Ongoing – CEI submitted an outline without dates. CEI to submit a bar chart style schedule with dates. 5/8/08: Ongoing – CEI to meet with FACP on 5/9/08 to finalize and submit. 5/29/08: Ongoing – CEI submitted an updated schedule (attached). All reviewed and noted four (4) major building electrical outage dates of Saturday, June 7, 2008 (8 hours), July 12, 2008 (8 hours), Saturday, July 26, 2008 (8 hours), and Saturday, August 2, 2008 (8 hours). CEI noted that all critical areas and equipment have been identified and temporary power to be made available as required. All acknowledged. | CEI | |
| E-2.4 | CEI presented a preliminary main electrical service shut-down for transfer to temporary power sub-schedule. RDK noted that sub-schedule to be resubmitted with dates and times, add a comment for removing the transformer door upon transfer of power, and revise nomenclature regarding electrical equipment i.e. existing main gear, new main gear, etc. CEI acknowledged. 4/11/08: Ongoing – CEI to submit. 5/8/08: Ongoing – CEI to provide. 5/29/08: CLOSED – CEI incorporated sub-schedule into overall schedule under item PC-1.27. | | |
| E-2.5 | RDK noted that a detailed outage schedule based upon rooms and equipment located therein be prepared for the use of the building occupants for scheduling as well as confirming that all critical equipment is properly addressed. RDK to prepare the detail schedule boilerplate and forward to CEI to insert the details. CEI to have draft detail schedule ready for April 11, 2008. 4/11/08: Ongoing – RDK noted that schedule boilerplate forwarded to CEI. CEI submitted details outside of assigned schedule. CEI to incorporate and submit. 5/8/08: Ongoing – CEI to provide. 5/29/08: CLOSED – CEI incorporated occupant scheduling into overall schedule under item PC-1.27. Additionally CEI verified that all critical areas and equipment have been identified and to be temporarily powered as required. | | |
| | | | |



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| | Division 01 – Submittals: | | |
| E-5.2 | RDK noted no new submittals received – CLOSED. | | |
| | | | |
| | Division 02 – Demolition/Asbestos Abatement: | | |
| E-4.3 | CEI submitted waste manifests for the ACM removal. RDK noted that the original manifests are required. CEI to provide. 5/29/08: Ongoing. | CEI | |
| E-4.4 | CEI noted that 90% of the abatement has been completed with balance to be completed after school release. 5/29/08: Ongoing. | CEI | |
| | | | |
| | Division 07 – Architectural: | | |
| | | | |
| | Division 16 – Electrical: | | |

| | | | | | | |
|-------------------------|--|----------------------------|------------|-------------|--------|-------|
| Morrill Electrical | | | | | 30-Mar | 7-Apr |
| Phase | Task | what will be affected | start date | finish date | | |
| Mobilization Prep | | | | | | |
| | <i>Asbestos Removal</i> | Awaiting panels /and swi | 4/28/08 | 7/30/08 | | |
| | <i>Circuit Trace and Tag</i> | rotation of panels | 3/1/08 | 4/28/08 | | |
| | <i>Demo & make safe</i> | | 3/1/08 | 4/27/08 | | |
| | <i>bldg Temp Service</i> | | 4/14/08 | 4/26/08 | | |
| | <i>Collins temp service</i> | | 4/14/08 | 4/26/08 | | |
| Architectural | | | | | | |
| | Demo | dumpster at hasbrouck 6/16 | | | | |
| | Framing | | | | | |
| | Patching | | | | | |
| PREP | | | 4/1/08 | 5/28/ | | |
| | receive materials | | | | | |
| | new feed to transformers | | | | | |
| | new ground | | | | | |
| | new conduits | | 4/1/08 | | | |
| | tie in morrill 4 temp | | | | | |
| Sub Contractor Schedule | | | | | | |
| Garland Const. | Cut masonry for new panels | | 6/2/08 | 6/13/08 | | |
| Collins | Install panel boxes | | 6/10/08 | 6/13/08 | | |
| garland Const. | Complete Balance of work | | 6/16/08 | 6/27/08 | | |
| shut down 1 | | | 6/7/08 | 8-12 hrs | | |
| | lock and tag out | | | | | |
| | de energize | | | | | |
| | remove 400 amp disconnect | | | | | |
| | tie load into temp 1200 transformer feed | | | | | |
| | reenergize | | | | | |
| | disconnect bus feeding ex gear | | | | | |
| | remove all branch circuits from ex gear | | | | | |
| | remove trough above gear | | | | | |
| | reinstall ex branch circuits | | | | | |
| | remove ex DPM | | | | | |
| | relocate reinstall temp circuits | | | | | |
| | energize with temp feed fro mor 4 | | | | | |
| | building reenergize | | | | | |
| | deenergize shift transformers currently fed by mor 4 | | | | | |
| | remove reinstall dmp panel | | | | | |
| | reconnect and energize | | | | | |
| demo elecsystem | | | 6/9/08 | | | |
| | remove shift transformers and conductors. | | | | | |
| | remove transformer vault room door | | | | | |
| | clean transformer schedule testing | | | | | |
| | perform test/ transformer | | 6/11/08 | | | |
| | pause..... | | | | | |
| | garland elec rm door | | | | | |
| | receive new swith gear and DPM panel | ??? | | | | |
| | install new conduits for switch gear and Dpm | | 6/16/08 | 1 week | | |

| | | | |
|-------------|---|---------|--------|
| | pull new feeders pp2, pp3, pp4 | 6/ | 1 day |
| | install cable tray new switchgear to transformers | | |
| | install conductors and terminate transformer | | |
| Shutdown #2 | | 7/12/08 | 8 hr |
| | shut down p21,p11,pg1a &b riser | | |
| | shut down p22,p12,pg2a&b riser | | |
| | pull in new feeders andinstall panel interiors. | | |
| | lg1,lb1 basement for new feed lighting | | |
| | pull new feeders and temp connect existing box | | |
| post | | | |
| | garland to cut in new panel board into walls | 7/14/08 | 1week |
| | cut and installLG1,lb1,l21,l11,lg2,l12,l22 | | |
| | garland patching/ paint | | |
| shutdown #3 | | 7/26/08 | |
| | install new interiors for lg1,lb1,l21,l11,lg2,lg12,l22 | | |
| | extend feeders ex panel boards used as slice box | | |
| | pull feeders pf install new interior | | |
| | pull feeders pb replace entire panel board | | |
| post | | | |
| | install 3-400 amp panel boards | | |
| | extend conduits from pr to 400 | | |
| shut down | | 8/2/08 | 8 hour |
| | dis connect feed 209 panel | | |
| | intercept conduit pp4, reenergize | | |
| | disconnect 499 panel | | |
| | disconnect and remove reenergize neddfedd from pp4 | | |
| | deenergize pr panel remove existing feed, reinstall feeders to new pr penthouse | | |
| crew 1 | extend branch cicuit wiring | | |
| | reenergize | | |
| | shut down temp feed from mor 4 ex swithc gear | | |
| | remove all branch circuits from exisitng sw gear | | |
| | pull into new switch gear & new DPM terminate | | |
| | outside install fuses in pmh switch | | |
| | reenergize, turn load on new switch gear | | |
| post | | | |
| ACCUTECH | Complete balance of work | 8/4/08 | 8/8/08 |
| Collins | voltage test | 8/4/08 | 8/8/08 |
| | labeling | | |
| | finalize directories | | |
| | remove temp wiring | | |
| | final walkthrough | | |
| | punchlist | | |

Morrill #1 Shut down and retrofit schedule

6/2/08-6/6/08

Garland Construction will cut masonry walls for the replacement panels
Balance of Garland's work to be done on and after 6/9/08. Any residual
pipe insulation work by Acu Tech to be done along with work performed by
Garland Construction.

Shut Down #1

6/7/08 Saturday

Shut down building power and energize temporary power supplied from
Morrill #4

Disconnect and remove 400 Amp switch in the electric room

Disconnect and remove feeder bus

Remove phase shifting transformers and refeed panels from temporary
power

Remove and relocate existing DPM panel to proximity of new DPM panel
and connect existing feeders:

Panel PB, Xray room panel, Panel in room N238, Penthouse PR Panel,
Panel 124A in Server room. These panels will experience power outages during
the relocate of DPM which will be about 8 hours.

All critical areas will experience a short power outage 1-1-1/2 hours.

Shut Down #2

7/12 Saturday

Shut down panels P-21, P-11, PG1A+B, P-22, P-12, + PG2A+B, Pull in
new feeders and install new panel interiors.

LG1 + LB-1 New feeders to be pulled and temporarily connected. APPX-
8 Hours

Pull feeders for PP-2, PP-3 and PP-4 and connect to new 1600 Amp Switchboard

Shut Down #3

7/26 Saturday

Install new interiors for LG-1, LB-1, L-21, L-11, LG-2, L-12, L-22 and extend feeders.

Pull Feeder to Panel P-F and install new interior APPX-8 Hours

Final shut down and cut over to normal building power and panel PR cutovers to be scheduled the second week of August 08.

Rooms affected by panel shut downs

L-11 -- room 330 corridor lights, corridor outlet frig in room 3110

PF----- UH#4 Heater JCI panels EB-5, SB-5, EB-9, SB-7, EF-4 SB-6 EB-11 Movie screen, Lobby unit heater EB-10

Penthouse--100 Amp feed to room 428, exhaust fan room 426, Rooftop unit exhaust fume hood 60A

PR panel-- Toilet exhaust UH1, UH2, SB-4, EB-6, EB-5, SB-3, Elevator, EB-7, RF-1 RF-2 EB-4, time clock, air compressor, Panel N499, Panel PP1, 1P1, PP2, 1P2 rooms 423+425

LG1--lts. 239, 233, 232, 230, 236, 299V, 228, 226, 235, 224, 231 228, 224A 232, 226, AC room 235, 208 Volt recept. south wall

LG2--lights room 240, 242, 248A, 248, 250, 236, hall lights, lights stairs, 244A, 251, 253, 244, 299S 256, 238, 208volt recept room 242 south 242 East, 242 south, 242 East, N240 outlets in rooms 240, 251, 253, 255

L11 lights room 309, 330, 340, 309, 311A, 311B, N311C, N311D, N336, N338, N315, N313, N317, N342 FRIG 311D hall outlet

L12 N346, N329C, N323A, N327, N346, lobby 399S, outlet telephone

323, exits lobby, emerg. light lobby, outside lobby

L-22 LTS N435B, 435C, N505, N435, N435A, N433B, 499N, N430, N428, auditorium, projection room lights, dimmer room N428 its room 435, control for auditorium lights penthouse outlet, elevator light Lights N441

P22 N428, N426, N424, N433A, N499S, N428, N435C, N435B, N426, N430, N428, Hall and stair receptacle, assembly receptacle.

L21 lights N429, N424, N424A, N421, N419, N431, N441, N423B, N425, N429, N423, N423A, N419, M426, N419 Hall and stairs, Outlet N419

P12 N317, N321, N344, N346, N319, N340, N344, N342A, N342B N340 N342, N319, N321 N340, N344 window AC

PG2 left N244, N236, 299T, N236, N245, N244 N236, N236A, N251, N236, N236A N248

PG2 Right N236, N248, N250 N236, N253, 299Q, N253, N229

P11 left N124, N330, N326, N309 N311, N326,

P11 right N102, N330, N124, N311

PG1 LEFT N237, N232, N226, N228A, N228B, N239, N233, N228C,

PG1 RIGHT N232, N233, N232A, N233,

LB1 N124, N126, N119, N118

Please refer to panel directory information previously provided